

~~Security Information~~

6 May 1953

MEMORANDUM FOR: Training Officers

FROM: Director of Training

SUBJECT: Summer Language Training Program

1. Following is the over-all Summer Language Training Program being offered through the Language Training Division, OTR:

a. Internal Program:

(1) Elementary courses in Italian, French, German and Chinese (Mandarin) will be given on the premises of the Language Training Division. The Italian, French and German courses will be of shorter duration than the Fall and Spring programs and will require a more intensive class schedule (four classes of two hours duration per week, plus a minimum of twelve hours weekly of laboratory drill for a period of ten weeks.)

(2) Two sections of Elementary Spoken German will be given if there is sufficient demand for this course. Otherwise, a course in Elementary German Reading will be given in lieu of one on a semi-intensive basis (three classes of one and one-half hours each per week, plus a minimum of nine hours of laboratory drill per week.) This class will begin approximately 6 July 1953 and will continue for 32 weeks. Following is a tentative class schedule:

Italian	: 4 days/week, 29 June - 14 September, 8:30 am - 10:30 am
French	: 4 days/week, 29 June - 14 September, 1:00 pm - 3:00 pm
German	: 4 days/week, 1 June - 17 August 8:30 am - 10:30 am
German (or German Reading):	4 days/week, 1 June - 17 August, 1:00 pm - 3:00 pm
Chinese (Mandarin)	: Monday, Wednesday, Friday, from 6 July for 32 weeks

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(3) In order to enroll for any of the above courses, it will be necessary to submit two signed copies of Language Training Form-1 to Language Training Division, Room 2129 "I" Building, and be interviewed by the instructor concerned. Deadline for enrollment is 25 May 1953 for courses beginning 1 June. The deadline for all other courses will be 20 June.

(4) In addition, self-study courses can be arranged in approximately 30 languages for persons with adequate background in the language concerned. Persons with inadequate or no background in the language desired will not normally be accepted in a self-study program.

b. External Training: Application for entrance to courses set forth below should be submitted through established channels to the Director of Training in accordance with CIA regulations [ ] and [ ]. Applications must reach OTR one week in advance of registration date for the course.

(1) Institute of Languages and Linguistics, Georgetown University, 1719 Massachusetts Avenue, N. W., Washington 6, D. C. The following regular courses will be given at the Institute of Languages and Linguistics Summer Session, 22 June - 14 August 1953. Registration dates are 18 and 19 June.

Introductory language courses, Monday-Wednesday-Friday, 6-8 pm:

Chinese	German	Russian
French	Japanese	Spanish

Intermediate language courses, Monday-Wednesday, 8-9 pm  
Tuesday-Thursday, 6-8 pm

Chinese	German	Russian
French	Japanese	Spanish

Intensive language courses (daytime, 15-18 hrs./week, 20 hours laboratory drill/week)

Arabic	Danish	Norwegian
Bulgarian	Hindi	

(2) Special Russian-Reading (SRA), Special Russian/Scientific Reading-I (SRS-I) and Special Russian/Scientific Reading-II (SRS-II) classes will be held if enrollment warrants, beginning 22 June 1953 for a period of 16 weeks, three days per week. Similar courses will also be started in the Fall term, about 16 September 1953.

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(3) An intensive course, which started last October, is presently being conducted in the Russian language. Vacancies exist for two additional students. Enrollment may take place any time provided that the candidates pass the qualifying examination. This course will continue until the end of August and requires full-time participation.

(4) Academic Institutions Outside the Washington Area. Individual opportunities are available at various colleges and universities for those members of the Agency who may undertake full-time language training outside the Washington area. The following schools will have summer programs in fields of specialization as indicated.

Indic Languages	- University of Pennsylvania Philadelphia, Pa.
Chinese	- Yale University New Haven, Connecticut
	- Cornell University Ithaca, New York
Indonesian	- Cornell University
Japanese	- Yale University
Minor Slavic languages	- Indiana University Bloomington, Indiana

2. The foregoing is intended to indicate the major language training opportunities which will be available during the summer. If language training requirements arise in fields not covered by this memorandum, please consult Language Training Division, Extensions

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MATTHEW BAIRD

Information copies to: DDA, DDI, DDP  
Assistant Directors  
Division and Staff Chiefs, OTR

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